

PROCEDURE REFERENCE : FmHA Instruction 1951-G.

PURPOSE : Uniform method to contact past due borrowers to collect payments, offer assistance and provide options in lieu of foreclosure.

UNITED STATES DEPARTMENT OF AGRICULTURE
FARMERS HOME ADMINISTRATION
(Location)

Date _____

(1)

(2)

Your house payment is \$ (3) past due. To keep your account in good standing and avoid additional interest charges, mail your payment to the address shown on your payment coupon TODAY.

Please disregard this notice if you have recently mailed your payment.

Sincerely,

County Supervisor

Variables

- (1) County Office address and phone number
- (2) Borrower name and address
- (3) Amount past due